

# Municipality of East Ferris

## Report to Council

Report No.: COMM-2023-02

Date: January 10, 2023

Originator: Greg Kirton, Director of Community Services

Subject: Arena Kitchen RFP

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### RECOMMENDATION

1. That the Municipality of East Ferris enter into an agreement with Kenalex to have the kitchen remodelling work done at the East Ferris Community Centre and Arena at a total cost of \$252,850+HST, as outlined in their RFP submission package, received December 16, 2022.
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### BACKGROUND

The Municipality of East Ferris issued an RFP in early November 2022 for renovations to the kitchen at the East Ferris Community Centre and Arena. This work is part of a larger project that the municipality received 100% funding from the Northern Ontario Heritage Fund Corporation (NOHFC) for, including the repairs to the arena roof trusses and upgrading of lighting system to LED. In accordance with our funding requirements, the municipality is looking to complete the kitchen renovations in the early part of 2023.

A mandatory site visit was held for the RFP submission process on November 17, 2022. Seven (7) people, representing five (5) organizations, attended the site visit. Following the site visit, the municipality released an addendum to the RFP document addressing follow up questions and setting a submission deadline of December 16, 2022, at 4:00 pm.

Only one submission was received through the RFP process. This was a submission from Kenalex Construction Company which was received on December 16, 2022 at 1:42 pm. The total price for all work in the submission was \$252,850+HST. This submission includes an entire remodel of the existing kitchen space including:

- Full replacement of cabinetry and countertops with stainless steel commercial kitchen equipment
- Redesign of kitchen space to optimize flow and usability. Additional door to be added for an in/out door system
- Two portable pantry storage units added
- Ceramic tile walls and commercial kitchen flooring

- All new appliances including dishwasher, range/cooktop, and two fridges. All commercial kitchen quality
- Two new grease interceptors
- Renovation of the adjacent room including new flooring, wall finishing, and window coverings
- All necessary electrical, plumbing, and general contracting work required to build and install all finishings and appliances
- All necessary architectural, engineering, structural, design, and project management work required to carry out the project

All work is to be completed by April 30, 2023.

The summary of the work to be provided was accompanied by a detailed submission with examples of a variety of the proposed installations including all the appliances, cabinetry, sinks, plumbing fixtures, and a variety of related materials. Kenalex has a reputable history of carrying out similar development projects in the area as well as larger development projects for the municipality. Based on the detailed information included in the submission, staff is of the opinion that the RFP submission checks the boxes required in our RFP document and would result in a good final product that will be on time and on budget.

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## **OPTIONS**

### 1. Option 1

That the Municipality of East Ferris enter into an agreement with Kenalex to have the kitchen remodelling work done at the East Ferris Community Centre and Arena at a total cost of \$252,850+HST, as outlined in their RFP submission package, received on December 16, 2022.

### 2. Option 2

That the municipality not proceed with the kitchen renovation. This would result in our funding from NOHFC for the project being lost.

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## **FINANCIAL IMPLICATIONS**

This project would not have any direct financial implications for the municipality as it will be covered through the funding we received from NOHFC. The kitchen renovation was part of the application that was made to NOHFC for other work that included the arena roof renovations

that were completed in 2021. The cost proposed by Kenalex in their RFP submission is within the remaining \$261,344 funding budget for the project.

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## RECOMMENDATION

It is recommended that the Municipality of East Ferris enter into an agreement with Kenalex to have the kitchen remodelling work done at the East Ferris Community Centre and Arena at a total cost of \$252,850+HST, as outlined in their RFP submission package, received on December 16, 2022.

Respectfully Submitted,



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Greg Kirton  
Director of Community Services

I concur with this report,  
and recommendation



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Jason H. Trottier, HBBA, CPA, CMA  
CAO/Treasurer